

ERIE COUNTY SEWER DISTRICT NO. 2 (ECSD 2)
BOARD OF MANAGERS MEETING MINUTES
THURSDAY, FEBRUARY 3, 2022
VIA VIDEO/TELEPHONE CONFERENCE

MEMBERS PRESENT: Mayor Vincent George, Angela Horton, Supervisor Mary Hosler, and Anna Knack

OTHERS PRESENT: Glenn Absolom, Steven Canestrari Sr., Joseph Fiegl, Nancy Forys, and Carl Horne

ITEM NO. 1 – CALL MEETING TO ORDER

Mr. Fiegl called the meeting to order at 9:03 am.

a. Nominations for Board Officers – Term through December 31, 2023

Mr. Fiegl announced the nominations as follows: Ms. Anna Knack as Chairperson, Mayor Vincent George as Vice Chair, and Ms. Angela Horton as Secretary. On a motion by Supervisor Hosler, seconded by Ms. Horton, the Board voted to approve the nominations. The motion carried 4 - 0.

The meeting was turned over to Ms. Knack as Chair.

ITEM NO. 2 – APPROVAL OF OCTOBER 7, 2021 MEETING MINUTES

On a motion by Ms. Knack, seconded by Mayor George, the Board voted to approve the minutes from the October 7, 2021 meeting. The motion carried 4 - 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

There were no items from the public.

ITEM NO. 4 – OLD BUSINESS

There was no old business at this time.

ITEM NO. 5 – NEW BUSINESS

a. Erie County Sewer Districts - Fund Balance Policy January 2022

i. Policy (Handout)

Mr. Fiegl reviewed the handout with the Board regarding a formal written policy for the Division of Sewerage Management (DSM) to oversee the fund balance practices for the ECSD's, which have informally been in effect for years. He provided specific details on how the policy process would serve the individual ECSD's to plan for contingencies from temporary revenue shortfalls, ensure cash flow availability throughout the year, and create a transparent and shared understanding of the fund balance reserves between the DSM, the Boards, and other stakeholders.

Ms. Knack asked if the policy will remain in effect unless the Board decides to make changes. Mr. Fiegl confirmed yes that would be true once the policy is formally approved by the Board. He also stated that the policy may be included as part of the budget package in the future.

Supervisor Hosler inquired as to who would be responsible for tracking the funds and if the Board would be notified when funds are used. Mr. Fiegl stated that it was to his understanding that the Comptroller's Office handles the tracking of the monies and protections are in place, but he will confirm details.

ii. Resolution (Handout)

On a motion by Ms. Horton, seconded by Supervisor Hosler, the Board voted to approve the Erie County Sewer Districts Fund Balance Policy – January 2022. The motion carried 4 - 0.

b. I/I Approval for Enforcement Hearing (Handout)

The Board was provided with a list of 10 property owners who have not complied with a house inspection and the DSM recommends an Enforcement Hearing. On a motion by Ms. Knack, seconded by Mayor George, the Board voted to move forward with an Enforcement Hearing. The motion carried 4 - 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Horne provided the Board with an update on ECSD 2 activities since the last meeting in October 2021. The collection system activities consisted of flushing 13,069 feet of sewerline and repairing 27 manholes. There was a total of 56 complaints including: 25 pumping station (PS) related, 9 grinder related, 22 sanitary sewerline related, and 1 odor related. Crews completed 3 open-cut repairs on Prescott in Derby; Birchwood in Lake View, and Depot in Eden; and also completed 2 trenchless pipe patches on Grove and Franklin in Angola.

At the Water Resource Recovery Facility (WRRF), the annual infrared testing of the electrical switchgear was performed by Ferguson Electric. Crews changed the UV bulbs in Bank 1A and replaced end caps on all modules for the UV disinfection system; replaced the washwater pump at the north sand filter backwash unit; super-chlorinated the north and south sand filters to improve filter performance; completed annual RPZ/backflow preventer inspections at the WRRF and the PSs; and replaced the plant fire hydrant at the north secondary clarifier.

At the Herr Road PS crews pulled both pumps out and cleaned the pumps, discharge line and check valves due to ragging issues; at the Wide Beach PS the emergency generator transfer switch was replaced and the generator engine tuned up; at the Pontiac, Schreiner, and Shorecliff PSs the wet wells were cleaned; at Eighteen Mile Creek PS the pressure transducer for the level control system, the generator fan belt, and upper and lower bearings for Pump #1 were all replaced; in addition, trees were trimmed and gutters were cleaned at all the PSs. At the Point Breeze PS, a resident damaged the fence with their car and the cost of the repair will come from resident's insurance.

b. Construction Report

Ms. Horton reviewed the construction updates which included Contract 75, cured in place pipe (CIPP) lining: United Survey Inc. (USI) continued work on work order (WO) 11-ARP 2021, which includes approximately 63,000 LF in the Towns of Hamburg, Evans and Eden, and is anticipated to be

completed this year. In January, USI was issued WO 13-ARP which includes approximately 28,000 LF in the Towns of Hamburg and Eden. Prep work and cleaning is anticipated to start in the coming months.

Contract 81, Manhole Rehab, National Water Main Cleaning Company (NWMCC) completed rehabilitation under WO #2021-1 which included work on 5 manholes in Evans. More rehab may be issued before the contract expires in July 2022.

Contract 98, Big Sister Creek WRRF UV Replacement - Through the term engineering contract, CHA is performing a complete evaluation of UV replacement options and technology. The timing of the design will be determined after the evaluation is complete.

An engineering work order has been issued to GPI to evaluate and prepare a report with recommendations for the Wide Beach and Lotus Bay forcemains and PSs for replacement and rehabilitation, respectively. A kick off meeting will be scheduled for this month.

c. Payments (Handout)

Ms. Horton conveyed to the Board that payments were made to NWMCC for sewer manhole rehab; to North Spur Construction for the Big Sister Creek WRRF concrete repairs; to GHD for the Big Sister Creek WRRF and Sweetland PS study; to USI for CIPP lining (ARP funds); to Wendel for the Big Sister Creek WRRF Blower System upgrade; to CHA Consulting for the Big Sister Creek WRRF UV System; and to Nussbaumer & Clarke for Construction Inspection.

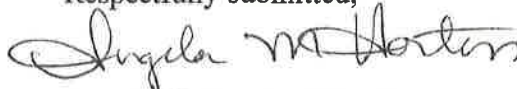
Ms. Knack moved, seconded by Ms. Horton to receive and file the miscellaneous and informational items on the agenda. The motion carried 4 - 0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Ms. Knack, seconded by Supervisor Hosler, the meeting adjourned at 9:24 am. The motion carried 4 - 0.

Next meeting is scheduled for Thursday, APRIL 7, 2022 @ 9:00 am

Respectfully submitted,



Angela M. Horton, P.E., Secretary
ECSD 2 Board of Managers

Approval of Minutes:

Motioned By: Mayor George

Seconded By: Mayor Hosler Supervisor

Approved/Disapproved: 4/0

Date: 6/23/2022

Signed: Angela M. Horton